

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON TUESDAY 14TH APRIL 2009

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames: L Wood, J I Measor, M Milsom & J Black

Messrs: D Milsom, R Kyle, T Jones, C Robbins, W M
Jeffrey, J Alvey, H Bennett MBE, D Langan, R W
Jones & E W Hall

**MEMBERS WERE REMINDED OF THE NEED TO
DISCLOSE ANY INTEREST, PREJUDICIAL OR
PERSONAL, IN ACCORDANCE WITH THE CODE OF
CONDUCT.**

122. APOLOGIES FOR ABSENCE

Apologies had been received from Councillors G Cowie, C Austin,
R Curtis & S McDonnell.

123. THE MINUTES OF THE LAST MEETING, a copy of which had
been circulated to each Member, were approved.

Matters Arising

Minute Number 109 – Visit to the Asda Store

Despite several calls, arrangements had not been made for a visit to
the store. Members would be advised as soon as a date had been
fixed.

RECOMMENDED that a date for a visit to the Asda Store be awaited.

124. PARKS SUPERVISOR'S PROGRESS REPORT, a copy of which had been circulated to Members, was considered under the following headings:-

A) Proposed Mole Control

RECOMMENDED that approval be given for 40 traps to be purchased at a total cost of £168.00.

B) Peterlee in Bloom 2009

C) Works carried out at:-

Eden Lane

Eden Lane and Lowhills Bowling Greens

Shotton Hall

Dene Parks

Woodhouse Park

Leisure Gardens

Eden Lane Cemetery

Helford Rd MUGA Usage

Helford Road Playing Fields

RECOMMENDED that approval be given to turf the area detailed in the report at a cost of £906.00 and that heras fencing be hired for one month at a cost of £134.00 to protect the turf whilst becoming established.

FURTHER RECOMMENDED that the reasons for the condition of the fields be discussed further at the next Show Committee Meeting.

A Local Member asked for progress on the relocation of the roadside planters next to the new College. The Horticultural Supervisor reported that he was waiting for the necessary paperwork to be completed by the County Council.

RECOMMENDED that progress be awaited.

125. LEISURE GARDENERS ASSOCIATION

(i) Minutes of the Meeting held on 5th February 2009, a copy of which had been circulated to each Member, were accepted.

(ii) Letter from Plotolders regarding pest control barriers A copy of a letter from the plotolders requesting a site meeting to give further consideration to pest control barriers being erected at the Lowhills Road site was circulated to each Member.

Members discussed the management and operation of the Lowhills Road Allotment Site at some length and following consideration it was **RECOMMENDED that a meeting be held with Representatives of the Leisure Gardeners Association on Monday 27th April 2009 at 7.00pm in the Council Chamber, Shotton Hall. FURTHER RECOMMENDED that, if Members had the opportunity to do so before the meeting, they visit the site to view the issues that were to be discussed.**

126. HELFORD ROAD NEW BUILD

(i) Minutes of the Meeting & Contractors Report of the 11th March 2009 a copy of which had been circulated to each Member, were accepted.

(ii) Minutes of the Meeting & Contractors Report of the 25th March 2009 a copy of which had been circulated to each Member, were accepted.

(iii) Notification of Revision to Completion Date to 24th April 2009

RECOMMENDED that the information given, be noted.

127. CERTIFICATE OF COMMENDATION – CRICKET WORLD – GROUNDSMANS SOCIETY

Members were circulated with a copy of a letter from the Cricket Secretary of Peterlee Cricket Club.

It was reported that a Certificate of Commendation from “Cricket World” Groundsman’s Society was to be presented to John Harrison of the Parks Department in recognition of his work on the Peterlee cricket square and outfield in 2008. John was nominated for this award by Mr Roy Simpson, Cricket Secretary.

RECOMMENDED that endorsement of action taken in Brendan Arnell and John Harrison accepting an invitation to attend a Sportsman’s Dinner on 9th April 2009 as guests of Peterlee Cricket Club where the presentation ceremony took place, be given.

FURTHER RECOMMENDED that the Town Clerk send a letter of congratulations to Mr Harrison on behalf of the Town Council.

128. I.C.C.M. BRANCH FORUM

RECOMMENDED that the Cemetery Records Officer be given permission to attend a corporate seminar organised by the Institute of Cemetery and Crematorium Management. The Northern Branch Forum will be on April 22nd 2009 at West Auckland, County Durham with no fee being payable for this local event.

129. STATUTORY CONSULTATION ON FOULING OF LAND BY DOGS (COUNTY DURHAM) ORDER 2009

Members were circulated with a copy of consultation over the proposed Dog Control Order for the new Unitary Council Area. The Town Clerk felt that this was the new Unitary Authority bringing together all of the individual Orders that currently existed in each of the District Councils; the only concern he had was to ascertain if Town and Parish Council land was included within the new Order. The Clerk was to investigate this further.

RECOMMENDED that approval for this course of action be agreed.

130. CRAZY GOLF EQUIPMENT – SUCCESSFUL TENDER

Members were advised that the Town Council’s tender of £500.01 for Crazy Golf Equipment from Spennymoor Town Council, had been successful. A further report was to be prepared on the staffing, charges etc of offering this equipment for use to the public within Woodhouse Park.

RECOMMENDED that the action taken, in consultation with the Leader, in submitting a tender for this equipment, be endorsed and a further report be prepared on the operation of the equipment.

131. NOTE OF THE MEETING – CDALC, COUNTY HALL DURHAM, 4 APRIL 2009

Members were circulated with a copy of the note of the meeting of the County Durham Association of Local Councils held at County Hall, Durham on Saturday 4th April 2009.

Members had also met at Seaham Town Council on Thursday 9th April 2009 where further discussion was given to the three questions that had been asked of all Parishes/Towns in the Easington AAP which it was felt should be answered by the District Association as a whole. The Town Clerk had spoken to Steve Ragg of CDALC who had agreed to this suggestion, and to arrange the necessary meeting.

RECOMMENDED that further developments be awaited and all Members be encouraged to come along to the Inaugural AAP Event at Shotton Hall on Monday 11th May 2009 at 7.00pm.

132. RESOLUTION TO EXCLUDE THE PRESS AND THE PUBLIC IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1961 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

133. PERMISSION TO TRADE – ACRE RIGG SOCIAL CLUB - CAR PARK

Members were circulated with a copy of a request to trade hot/cold food and soft drinks from Acre Rigg Social Club Car Park/border of the football pitches at Lowhills Road.

RECOMMENDED that the Town Clerk obtain legal advice on this request and prepare a report for future consideration.

134. REVIEW OF DEBT MANAGEMENT STRATEGY

Members were circulated with a copy of the report prepared by the Town Clerk amending and updating the procedure for debt recovery as follows:-

1. Invoice issued to Debtor as soon as possible (debts due and payable within 28 days of receipt of the bill)
2. Reminder statement sent out at the end of the same month of issuing bill (up to 31 days)
3. Reminder statement sent at the end of the month following issue of the bill (31-62days)
4. Phone calls to customer chasing up outstanding debt.
5. At the end of month following letter sent from Town Clerk as final reminder notice (63-93days)
6. If debt remains unpaid at the end of the following month, and no arrangements made for payment a letter is issued informing debtor of referral to recovery agent or solicitor (94 days - 124 days)

RECOMMENDED that the procedure be adopted immediately.

135. ASDA TROLLEYS

The Leader asked what was the position with the collection of Asda trolleys. The Horticultural Supervisor advised that he had around 8 trolleys in the Depot currently and Asda had been advised several times that these were available.

RECOMMENDED that a further call(s) be made for the trolleys to be collected.

136. PARKING AT LOWHILLS ROAD PLAYING FIELDS

The Leader asked if a letter had been received regarding parking for the disabled and commented on the parking arrangements he had seen recently at the fields. The Town Clerk advised he was not aware of this letter being received.

RECOMMENDED that the information given be noted and the parking situation at the fields continue to be policed and monitored by Town Council staff.